

**Assistant Secretary for Management  
Action Item**

**Subject:** Approval of three new policy chapters in accordance with the Financial Policy Improvement Initiative (FPII).

<b>Vol.</b>	<b>Ch.</b>	<b>Title</b>
XII	6	<i>Reconciliations</i>
II	4	<i>Awards, Ceremonies, Food or Refreshments</i>
VI	10	<i>Other Liabilities</i>

**Discussion:** The Financial Policy Steering Committee voted, approved, and recommended CFO approval of the following three new policy chapters:

- Volume I, Chapter 6, *Reconciliations*, discusses Department of Veterans Affairs (VA) reconciliations, which may occur monthly, quarterly and annually. Proper reconciliation of accounts will consist of identification of differences between general ledger balances, subsidiary ledgers and supporting documentation.
- Volume II, Chapter 4, *Awards, Ceremonies, Food or Refreshments*, discusses the Department of Veterans Affairs (VA) financial policy and procedures relating to award ceremonies or traditional ceremonies, awards, food or refreshments, gifts or mementos that may be provided to VA employees or to the public and the proper use of funds.
- Volume VI, Chapter 10, *Other Liabilities*, discusses provides the Department of Veterans Affairs (VA) financial policies and procedures relating to "Other Liabilities" recognized by VA. The Standard General Ledger (SGL) accounts associated with "Other Liabilities" represent a combination of intra-Governmental and public liabilities, which are either funded or unfunded.

**Recommendation:** Approve the three new policy chapters by signing below.

Approved:

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/ s /  
W. Todd Grams  
Acting Assistant Secretary for Management

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12/8/2010  
Date

**Assistant Secretary for Management  
Action Item**

**Subject:** Approval of two new policy chapters in accordance with the Financial Policy Improvement Initiative (FPPI).

<b>Vol.</b>	<b>Ch.</b>	<b>Title</b>
II	2	<i>VA's Budget Cycle and Fund Symbols</i>
I	1B	<i>Quality Financial Information</i>

**Discussion:** The Financial Policy Steering Committee voted, approved, and recommended CFO approval of the following two new policy chapters:

- Volume II, Chapter 2, *VA's Budget Cycle and Fund Symbols*, this chapter establishes the Department of Veterans Affairs (VA) policies and procedures for the appropriations and other funding sources for VA to perform its mission.
- Volume 1, Chapter 1B, *Quality Financial Information*, this chapter establishes the Department of Veterans Affairs (VA) financial policies and procedures on the quality of financial information. This chapter reflects statutory requirements as prescribed in the Information Quality Act of 2001 (also known as, the Data Quality Act) and the Office of Management and Budget (OMB) A-123, Management's Responsibility for Internal Control.

**Recommendation:** Approve the two new policy chapters by signing below.

Approved:

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/ s /  
W. Todd Grams  
Acting Assistant Secretary for Management

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12/8/2010  
Date